

**RECORD OF PROCEEDINGS**

Minutes of

Educational Service Center of Lorain County Governing Board

Regular Meeting

Held: Elyria, Ohio

Date: June 17, 2020

CALL TO ORDER

The Educational Service Center of Lorain County Governing Board held its Regular Meeting on Wednesday, June 17, 2020. The meeting was called to order by Mr. Barnhart at 8:32 A.M.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Absent: None  
Motion Carried

HEARING FROM THE PUBLIC

None.

BOARD MEMBER REPORTS

None.

TREASURER'S REPORT

Ms. Dotson updated the board on the condition of funds, receipts versus expenditures and investments.

TREASURER'S RECOMMENDATIONS: 20-291. It is recommended that the Board approve:

- a. Minutes of the regular meeting of the Board held on May 20, 2020.
- b. Financial Report and Condition of Funds for May, 2020 as reviewed and read.
- c. Payment of May bills as described in the computer printout sheets.
- d. Investments as reviewed and read.
- e. To adopt Temporary Appropriations and Revenue Projections for the 2020-21 fiscal year in the amount of 25% of initial fiscal year 2020 Appropriations (Permanent appropriation and revenue amounts will be adopted at the August meeting).
- f. To authorize the Treasurer to re-appropriate and adjust revenue and expense amounts as necessary prior to the end of the current fiscal year. (June 30, 2020)
- g. To authorize the Treasurer to make advances and transfers at June 30, 2020 as needed and report actual advances and transfers at the August meeting.
- h. To authorize the Treasurer to create fund 001-9021 for Special Programs which currently includes homeless liaison services, pupil transportation banquet, Academic Challenge, art and music events, spelling bees and Young Authors Program.
- i. To authorize the Treasurer to make the following permanent transfer:
 

\$13,707 from Curriculum Rotary (014-9011) to Special Programs  
(001-9021)

Roger Sero moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

SUPERINTENDENT'S REPORT

- Update Covid-19 and school reopening
- Staff handbook updates

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1. BOARD POLICIES: 20-30

To adopt the following new and revised Board Policies:

Revised Policy 1520	- Employment of Administration
Revised Policy 2464	- Gifted Education Identification
Revised Policy 3000	- Employment of Retired Staff
Revised Policy 3120	- Employment of Professional Staff
Revised Policy 3120-04	- Employment of Substitutes
Revised Policy 3120.05	- Employment of Personnel in Summer School and Adult Education Programs
New Policy 3120.08	- Employment of Personnel for Co-Curricular/Extra Curricular Activities
Revised Policy 3220	- Standards Based Teacher Evaluation
Revised Policy 4120	- Employment of Classified Staff
Revised Policy 4120.08	- Employment of Personnel for Co-Curricular/Extra-Curricular Activities
Revised Policy 4124	- Employment Contract
New Policy 5460.02	- Students At-Risk of Not Qualifying for a High School Diploma
New Policy 6107	- Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures
New Policy 8420.01	- Pandemics and Other Medical Emergencies

2. GENERAL: 20-31

- a. To approve the service agreement with Oberlin City Schools to provide an Unconscious Bias Workshop on or about August 26, 2020 at an estimated cost of \$6,196.
- b. To approve the service agreement with Bay Village City Schools to provide a Pre-School Director, 3 days a week from July 6, 2020-June 30, 2021 at a rate of \$542 per day.
- c. To approve the service agreement with Avon Local School District for ESY Vision Services effective June 1-August 18, 2020 not to exceed 34 hours at an estimated cost of \$1,732.
- d. To approve the service agreement with Edison Local School District for ESY Vision Services effective June 1-August 18, 2020 not to exceed 24 hours at an estimated cost of \$1,417.44.
- e. To approve the service agreement with Midview Local School District for seven (7) hours of ESY Vision Services effective June 1-August 18, 2020 at an estimated cost of \$665.
- f. To approve the service agreement with Amherst Exempted Village School District for ESY Occupational Therapy Services effective June 1-August 18, 2020 not to exceed 30 hours at an estimated cost of \$1,412.70.
- g. To approve the service agreement with Keystone Local School District for ESY Occupational Therapy Services effective June 1-August 18, 2020 not to exceed 20 hours at an estimated cost of \$754.40.
- h. To approve the service agreement with Lorain City School District for Third Grade Reading Guarantee Tutoring Services effective June 1-30, 2020 not to exceed 20 hours at an estimated cost of \$740.
- i. To approve the service agreement with High Schools That Work and Making Middle Grades Work for a Literacy Consultant effective August 5, 2020-June 15, 2021 for a total of 18 hours (12 hours virtual PD and 6 hours communications and planning) at an estimated cost of \$2,400.
- j. To approve the service agreement with Midview Local Schools to provide Social Studies Curriculum Mapping on September 2 and October 8, 2020 at an estimated cost of \$3,000.

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- k. To approve the service agreement with Midview Local Schools to provide Science Curriculum Mapping on September 2 and October 8, 2020 at an estimated cost of \$3,120.
- l. To approve the service agreement with Midview Local Schools to provide Math and ELA Curriculum Mapping and professional development for a total of four (4) days effective August 1, 2020-July 31, 2021 at an estimated cost of \$2,912.80.
- m. To approve the service agreement with Wellington Exempted Village Schools to provide eight (8) days of Math mapping and professional development effective August 1, 2020-July 31, 2021 at an estimated cost of \$11,827.40.
- n. To approve the service agreement with Cuyahoga Valley Career Center to provide a NORT<sup>2</sup>H consultant for 1 day per week (total 35 days) effective July 1, 2020 - June 30, 2021 at a cost of \$32,015.
- o. To approve the Program Contract with North Central Ohio ESC for Midview Local Schools Math and ELA Curriculum Mapping and professional development for a total of four (4) days effective August 1, 2020-July 31, 2021 at an estimated cost of \$2,855.80.
- p. To approve the Program Contract with North Central Ohio ESC for Wellington Exempted Village Schools Math Curriculum Mapping and professional development for a total of eight (8) days effective August 1, 2020-July 31, 2021 at an estimated cost of \$11,595.40.
- q. To approve the Consulting Contract with Dr. Katie Knapp, for Social Studies consulting services at Midview Local Schools on September 2 and October 8, 2020 at a cost of \$3,000.
- r. To approve the Consulting Contract with Dr. Bridget Mulvey, for Science consulting services at Midview Local Schools on September 2 and October 8, 2020 at a cost of \$3,000.
- s. With Amherst Exempted Village, Avon Lake City, Edison Local, Elyria City, Lorain City, Vermilion Local and Wellington Exempted Village school districts in the ESCLC sponsored Project SEARCH for the 2020-21 academic school year. Cost will be \$13,750 per participating student. Programs will be housed at Mercy Hospital in Lorain and Lorain County Community College in Elyria with transportation to be arranged through the respective school districts.
- t. To approve the lease agreement with the Lorain County Joint Vocational School District for the Avery farmhouse for a 24-month period at a rate of \$3,000 per year to continue housing the Pathways to Success program.
- u. To approve the membership with OESCA/AESA for the 2020-21 school year at a cost of \$9,791.90 to be paid through General Fund.
- v. To approve the contract with Businessmap for e-rate consulting at a cost of \$2,000.
- w. To approve the contract with Connect Cisco SMARTnet extended Service Maintenance Agreement at a cost of \$316.
- x. To approve the contract with Positive Education Program to provide 35 days of consultation and support services to participating districts at a cost of \$28,875 to be paid by consortium of districts.
- y. To approve the independent service contract with the Lorain Court of Common Pleas, Domestic Relations Division, for three Attendance Officers plus a pro-rated portion of one half-time clerical support position to serve Avon, Avon Lake, Clearview, Columbia, Firelands, Keystone and Midview, Oberlin,

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Sheffield/Sheffield Lake and Wellington Schools at a cost of \$131,615.82 for the 2020-21 school year.

- z. To approve the revised Avon Preschool Parent Handbook.
- aa To approve the revised Lorain County Early Learning Center Parent Handbook.
- bb To approve the revised Educational Service Center of Lorain County Staff Handbook.
- cc To rescind Resolution #18-41(x) adoption of the State Support Team Region 2 Staff Handbook.

Roger Sero moved, seconded by Ken Kalina that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

### 3. REDUCTION IN FORCE: 20-32

**WHEREAS**, ORC Section 3319.17 and Board Policy 3131 provides that a Governing Board of Educational Service Center may make a reduction in force of its teaching staff for "staff reorganization" and

**WHEREAS**, the Lorain County Juvenile Courts have reorganized their programs due to a decrease in enrollment and as a result a position has been eliminated at the Detention Home Facilities and

**WHEREAS**, current certification prohibits said teacher from any other teaching positions that are staffed by the Educational Service Center of Lorain County and

**WHEREAS**, it is necessary for the Board of Education to reduce its teaching staff for the 2020-21 school year at the Lorain County Detention Home pursuant to ORC Section 3319.17 and Board Policy 3131,

**NOW THEREFORE**, the Governing Board voting in the affirmative hereby adopts the following:

- 1 That pursuant to ORC 3319.17 it is necessary to reorganize the teaching staff at the Lorain County Detention Home Facilities and since no other programs have the same certification, said reduction is to take effect July 31, 2020.
2. That the Superintendent is directed to make a recall list for the teacher being reduced-in-force, if the teacher has continuing contract status with the Educational Service Center.
3. That the Treasurer is hereby directed to notify the Lorain County Detention Home Facility Teacher to be reduced of the Governing Board's action and to also provide said suspended teacher with the appropriate COBRA notice.

Effective July 31, 2020, **Chris Howell**, teacher at the Lorain County Detention Home Facility is reduced in force.

Judy Maldonado moved, seconded by Roger Sero that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

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4. PERSONNEL: 20-33

- a. To employ **Debora Dennis**, as a part-time Pre-School Director assigned to Bay Village Schools at a rate of \$450 per day, three days per week, effective July 6, 2020 through July 31, 2021 to be paid by submission of timesheets. All costs to be paid by Bay Village City Schools.
- b. To employ **Miriam Freiberg and Jamie Myers** as ESY Educational Aides at the Early Learning Center, effective July 13-August 6, 2020 at a daily rate of \$35 to be paid by submission of timesheets out of 001-9015.
- c. To approve supplemental contracts for the following:
  - Angela Barnes**, Vision Specialist, for ESY services effective June 1 - August 18, 2020 to be paid at her current hourly rate by submission of timesheets.
  - Brooke Lewis**, Vision Specialist, for ESY services effective June 1 - August 18, 2020 to be paid at her current hourly rate by submission of timesheets.
  - Stephanie Miller**, Occupational Therapist, for ESY services effective June 1 - August 18, 2020 to be paid at her current hourly rate by submission of timesheets.
  - Tamara Sines**, Occupational Therapist, for ESY services effective June 1 - August 18, 2020 to be paid at her current hourly rate by submission of timesheets.
  - Lisa Lauer**, Early Literacy Support Specialist assigned to Lorain City Schools, effective June 1 - June 30, 2020 to be paid at her current hourly rate by submission of timesheets, not to exceed 20 hours and all costs to be paid by Lorain City Schools.
  - Victoria Carrier, Gabby Giamboi, and Susan Schneider** as ESY Preschool Teachers, effective July 13-August 6, 2020 at a daily rate of \$100 to be paid by submission of timesheets out of 001-9015.
  - Bethanie Bayus, Traci Krone, Alexandria Cyrus, and Linda Moore** as ESY Educational Aides, effective July 13-August 6, 2020 at a daily rate of \$35 to be paid by submission of timesheets out of 001-9015.
  - Elizabeth Fleming-Krall**, to serve as Supervisor of the ESY Preschool program at the Early Learning Center, effective July 13-August 6, 2020. To be paid \$2,000 in the August 7<sup>th</sup> payroll out of 001-9015.
  - Jennifer Arnold, Elizabeth Koscho and Julie Wilmer** for the Avon Extended School Year (ESY) summer program, effective July 6-30, 2020, (12 days/4 hours per day) time not to exceed 50 hours each at their hourly rate based on the 2019-20 salary schedule. Salaries are to be paid by submission of timesheets and all costs to be paid by Avon Local Schools.
  - Kate Kalvitz, Robin Kilmartin and Katie Thomson** to work as Avon ESY Educational Aides, effective July 6-30, 2020, (12 days/4 hours per day) at \$14/ hour, not to exceed 50 hours each, to be paid by submission of timesheets and all costs to be paid by Avon Local Schools.
  - Megan Murtaugh**, for the Avon Extended School Year (ESY) summer program, effective July 6-30, 2020, (12 days/4 hours per day) time not to exceed 55 hours, at her hourly rate based on the 2019-20 salary schedule. Salary to be paid by submission of timesheets and all costs to be paid by Avon Local Schools.

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- d. To approve FMLA for **Crystal Henry**, Audiologist, due to pregnancy effective August 1 - September 14, 2020. All accrued sick and personal leave will be used before an unpaid leave of absence. (Exhibit "A")
- e To rescind resolution #20-22 **Debbie Sawicki**, one year contract fingerprinting.
- f To revise resolution #20-22 **Colleen Verhiley**, remove from classified salary schedule.
- g. To revise resolution #20-22 **Christine Boosinger** to Step 7.
- h. To revise resolution #20-22 **Sheila Shermak** to Step 7.
- i To revise resolution #20-26 **Deanna Watts**, to MA-Step 9.
- j To revise resolution #20-26 **Georgeanne Poplar**, a daily rate of \$125 for the 2020-21 school year.
- k To revise resolution #20-26 **Carol Lepi**, amend dates to August 5, 2020 - June 15, 2021.
- l. It is recommended that the Governing Board establish salaries for staff members that are not on salary schedules for the 2020-21 contract year.

Name		Effective Date	Days	Rate	District	Position
**Angela	Dotson	8/1	260	\$ 102,000.00	ESC	Treasurer
Emily	Dueck	8/1	190	\$ 35,659.20	Open Door	Nurse
Rachael	Folkman	8/1	185	\$ 76,081.80	Avon Lake	Psychologist
*Franco	Gallo	8/1	260	\$ 128,173.20	ESC	Superintendent
Jennifer	Heim	8/1	260	\$ 108,418.86	SST	SST Assistant
Graham	Henderson	8/1	211	\$ 83,678.76	Pathways	Director
**Kendall	Miller	8/1	211	\$ 94,098.06	ESC	Supv Pathways & Delinquent Educ
Joseph	Phillips	7/1	260	\$ 70,757.44	Keystone	Sen Dir Tech & Innovation
Monique	Rinehart	7/1	260	\$ 54,105.90	ESC	Computer Tech Superintendent
Deborah	Shannon	7/1	260	\$ 55,274.82	ESC	Secretary
Julie	Short	8/1	211	\$ 56,112.24	AV, AL, WEL	Executive Secretar
Michael	Triska	8/1	211	\$ 83,885.82	ESC	Marketing Speciali Technology & Innovation Spec.

\* Superintendent 100% board paid pick-up

\*\*10% Retirement Board Paid

Name		Effective Date	Days	Rate	District	Position
Kendis	Bender	8/1		\$ 13.93	ESC	Parent Mentor
Irene	Dickerson	7/1		\$ 26.41	ESC	Payroll Consultant
Paula	Drummer	8/1		\$ 13.93	ESC	Parent Mentor
Katherine	Loos	8/1		\$ 13.93	St Joe's	Clerk
Carol	McIntyre	8/1	191	\$ 17.60	Elyria	Educational Aide
Karen	Thorne	7/1		\$ 14.06	DH	PT Data Clerk
Colleen	Verhiley	8/1	176	\$ 18.25	N Ridgvll	Interpreter

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James	Wotowiec	8/1	\$	35.25	Wellington	Transition Coordi.
Debra	Greszler	8/1	\$	40.00	ESC	Resident Ed Coord

Ken Kalina moved, seconded by Roger Sero that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

NEW BUSINESS:

None.

EXECUTIVE SESSION: 20-34

Board hereby enters into an executive session to discuss the Superintendent's evaluation at 9:09 A.M.

Judy Maldonado moved, seconded by Roger Sero that foregoing recommendations be approved.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

The Board returned from executive session as 10:35 A.M.

ADJOURNMENT: 20-35

Roger Sero moved, seconded by Ken Kalina that the meeting be adjourned at 10:37 A.M.

Roll Call: Barnhart-yes; Kalina-yes; Maldonado-yes; Melda-yes; Sero-yes  
Motion Carried

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 President

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 Treasurer